

Demolition

*This handout is for informational purposes only.
The provisions of the City's adopted codes prevail.*



Document Submittal List

- [Permit Application for Construction or Use.](#)
- Proof of ownership, e.g., recorded copy of the deed or most recent property tax bill.
- One Plat of Survey copy showing the current location and dimensions of all structures, including pools, sheds, garages, patios, sidewalks, driveways, parking lots, well, and septic fields.
- Written demolition plan and schedule indicating all structures to be removed.
- Proof of all approved utility, water, and sanitary disconnections.

Failure to provide any of the above documents may result in processing delays.

General Information and Fees

- A permit is required for the demolition of any principle and/or accessory structure.
- The application review period averages two weeks. The applicant will be contacted when the permit is ready for payment and issuance.
- If work commences prior to permit issuance, the permit fee shall be doubled.
- A list of required inspections is provided on the reverse side of the permit. Inspections must be scheduled at least one day prior to the desired inspection date by calling the Community Development Department (630-393-9050).
- A permit may become invalid if work does not begin within 180 days of issuance, or if demolition has been halted and not resumed for a period of 180 consecutive days.
- It is the homeowner/contractor's responsibility to have underground utilities located no less than 48 hours prior to digging by calling J.U.L.I.E (811).
- Fees:

Single family residential principle structure	\$75.00
Single family residential accessory structure	\$30.00
Multi-family/commercial principle structure	\$150.00
Multi-family/commercial accessory structure	\$60.00

- Bond requirements: A \$250.00 refundable building bond must be paid at the time of building permit issuance for single family residential properties. A \$500.00 refundable building bond must be paid at the time of the building permit issuance for multi-family/commercial properties. This bond is refundable upon completion and approval of the project in accordance with all applicable City Ordinances. The bond will be returned in the manner in which it was initially submitted at permit issuance, i.e., check, cash or credit card, after approval of final inspection.
- The fees listed in this document are for general guidance and not necessarily comprehensive. Required utility upgrades, changes made to the approved permit, or items not mentioned will be assessed accordingly.
- Approved construction documents shall be available on site at all times.
- Alterations to the approved plans must be resubmitted to the Chief Code Official in writing for review and approval prior to construction.

Regulations

- All demolition shall comply with Federal, State, and local environmental regulations.
- The electrical service is required to be disconnected at the nearest utility pole or transformer and confirmed by ComEd (800-334-7661).
- The natural gas service is required to be disconnected at the supply main and confirmed by Nicor (888-642-6748).
- City water service is required to be disconnected at the valve box nearest the property line and confirmed by the Warrenville Public Works Department (630-393-9427). If there is a well, it must be capped and confirmed by the DuPage County Health Department (630-682-7560).
- City sewer is required to be disconnected at the property line, capped, and confirmed by the Warrenville Public Works Department. If there is a septic field and tank, it must be crushed, filled, and confirmed by the DuPage County Health Department (630-682-7560).
- The site must be protected with a 6 ft. tall construction fence around the demolition site.
- A fire extinguisher shall be made available during the demolition process.
- All demolition and loading activity shall be wetted to control dust from becoming airborne.
- All demolition debris must be removed from the site. Burning debris is prohibited.
- Construction activity limited to Monday – Friday, 7 a.m. to 7 p.m., Saturday – Sunday, 8 a.m. to 6 p.m.
- Contact the Illinois Office of the State Fire Marshal and Environmental Protection Agency for regulations pertaining to the handling and disposal of hazardous waste, e.g. lead and asbestos.

- If a main residential building is demolished on a site, all accessory structures, including but not limited to detached garages, carports, sheds, swimming pools, decks, underground storage tanks, sidewalks, patios, parking or driving surfaces, must be removed from the site unless approved through a Temporary Use Permit issued by City Council, or in accordance with Section 10.A.1.A of the Zoning Ordinance.
- All structures shall be demolished to at least one foot below the finished ground level and the grading restored.
- Basement floors, in-ground pools, or other below grade slabs shall be removed in their entirety or broken into sections no greater than one square yard each to allow for drainage.
- All disturbed areas, cavities, or depressions on the site shall be filled and graded with clean backfill. Final grade shall not allow ponding or cause added storm water to flow onto adjoining properties. Not less than two inches of topsoil shall cover the graded fill. Exposed topsoil shall be seeded and watered until turf is established prior to release of building bond.
- Temporary construction fence must be removed prior to final inspection.
- Owner of the property is responsible for maintaining the lot in accordance with the Property Maintenance Code.